



**Date:** November 17, 2015

**To:** Thomas J. Bonfield, City Manager  
**Through:** Bo Ferguson, Deputy City Manager  
**From:** Marvin G. Williams, Public Works Director

**Subject:** Contract Extension with Environmental Conservation Laboratories, Incorporated (ENCO) for Laboratory Services for the Public Works Stormwater Program

### **Executive Summary**

The City of Durham received its most recent NPDES permit from the NC Division of Water Quality (DWQ) in 2013. This permit requires the City of Durham to perform water quality assessment and monitoring, with periodic reviews of both programs. Public Works completed a competitive process for professional laboratory services in 2012, and selected Environmental Conservation Laboratories, Incorporated, located in Cary, North Carolina. The contract included two one-year extensions, which have now been exhausted. Of the currently authorized contract amount of \$105,000.00, \$54,039.00 has been expended. The additional year is needed to fund monitoring for the Rain Catchers study. The Public Works Department recommends that the City Council authorize the City Manager to execute a contract extension with Environmental Conservation Laboratories, Incorporated, for a period of one year ending October 30, 2016.

### **Recommendation**

The Administration recommends that the City Council authorize the City Manager to execute a contract extension with Environmental Conservation Laboratories, Incorporated for laboratory services for the Public Works Stormwater Program through October 30, 2016 for the current contract amount of \$105,000.00.

### **Background**

This permit requires the City of Durham to perform water quality assessment and monitoring, with periodic reviews of both programs. Water quality monitoring and assessment programs continue to evolve as the needs of the City of Durham evolve and state criteria change. Additional laboratory services are needed to support monitoring programs designed to define problems, support watershed planning efforts, quantify nutrient removal associated with existing pollution control programs, and provide information to the public regarding the health of surface streams in the City of Durham.

Public Works issued a Request for Proposals for professional laboratory services on April 3, 2012. After review by an inter-departmental committee, Environmental Conservation Laboratories, Incorporated, located in Cary, North Carolina, was selected as the top candidate based on capabilities and per sample costs. A contract was issued on September

17, 2012. Two subsequent amendments were issued in September 16, 2013 and September 17, 2014.

As of October 30, 2015, \$54,293.50 had been expended on the \$105,000.00 contract, leaving an encumbered balance of \$50,706.50. Monitoring of the Rain Catchers project watershed was delayed, resulting in slower than expected use of the laboratory contract.

**Alternatives**

The alternative is to deny the contract extension. This would leave Public Works Stormwater Services without extended laboratory support for up to one year.

**Financial Impact**

The City of Durham will pay ENCO from the contract encumbered balance of \$50,706.50 for a total contract amount not to exceed \$105,000.00. (Contract number 10187, Organization code 5500L041, Object code 728600).

**SDBE Summary**

Not applicable

**Attachments**

Copy of Contract

Copy of previous amendments

Copy of current amendment